



# Haryana Government Gazette

## EXTRAORDINARY

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### HARYANA GOVERNMENT

#### HEALTH DEPARTMENT

#### Notification

The 11th July, 2025

**No. 46/13/2025-5HBII.**— In the interest of public health, the Governor of Haryana is pleased to constitute an Empowered Committee for the effective implementation of Article 5.3 of the WHO Framework Convention on Tobacco Control (WHO FCTC), to deal with any kind of interference by the tobacco industry (registered/local manufacturer/seller/any person or organization intended to act as a representative of the same) in the implementation of the Cigarettes and Other Tobacco Products (Prohibition of Advertisement and Regulation of Trade and Commerce, Production, Supply and Distribution) Act, 2003 (COTPA, 2003) and any initiative taken or in consideration to reduce human consumption of any form of tobacco or any products intended to promote its use. Article 5.3 of the WHO FCTC states that “in setting and implementing their public health policies with respect to tobacco control, Parties shall act to protect these policies from commercial and other vested interests of the tobacco industry in accordance with national law.”

The State Level Empowered Committee will have the following members:

1.	Additional Chief Secretary (Health) or representative	Chairperson
2.	Additional Chief Secretary (Home) or representative	Member
3.	Mission Director (NHM Haryana)	Member
4.	Commissioner, Food and Drug Administration Department	Member
5.	Financial Commissioner and Principal Secretary to Govt. of Haryana, School Education Department	Member
6.	Principal Secretary Higher Education, Department of Higher Education	Member
7.	Additional Chief Secretary/Director, Department of Industries and Commerce	Member
8.	Principal Secretary, Excise and Taxation Department	Member
9.	Principal Secretary to Government, Haryana, Transport Department	Member
10.	Additional Chief Secretary, Finance Department	Member
11.	Secretary, Directorate of Information, Public Relations & Languages Department	Member
12.	Special Secretary to Government of Haryana, Law and Legislative Department	Member

13.	Additional Chief Secretary, Directorate of Medical Education and Research	Member
14.	Commissioner and Secretary, Directorate of Urban Local Bodies	Member
15.	Commissioner and Secretary to Govt., Haryana, Development and Panchayat Department	Member
16.	Director General Health Services, Haryana	Member
17.	Director Health Services (National Tobacco Control Programme)	Member
18.	State Nodal Officer (National Tobacco Control Programme)	Member Secretary
19.	Director-Resource Centre for Tobacco Control (RCTC), PGIMER, Chandigarh	Member
20.	A representative from an NGO already working in tobacco control in the state of Haryana	Member
The District Level Empowered Committee will have the following members;		
1.	District Collector	Chairman
2.	District Medical Officer (Health)	Member Secretary
3.	Dy. Commissioner (Commercial Tax) or Representative	Member
4.	Deputy Director of Education	Member
5.	Officer in charge (Information and Public Relations)	Member
6.	Superintendent of Police	Member
7.	Local Self Government Representative	Member
8.	District Nodal Officer (National Tobacco Control Programme)	Member
9.	Two or three prominent members of civil society with experience in tobacco control	Member

The Empowered Committee will ensure that the protocol and procedure to deal and engage with the tobacco industry or its representatives (enclosed as Annexure A) are strictly followed.

All Heads of Departments are hereby instructed to refer any case related to this matter to the Chairperson or Member Secretary of the Committee as and when received.

SUDHIR RAJPAL,  
Additional Chief Secretary to Government Haryana,  
Health Department.

**ANNEXURE A**  
**PROTOCOL AND PROCEDURE TO DEAL AND ENGAGE WITH THE TOBACCO INDUSTRY OR ITS REPRESENTATIVES**

There is a fundamental and irreconcilable conflict between the tobacco industry's interest and public health policy interest. In its efforts to undermine strong tobacco control policies, the tobacco industry has historically engaged in various tactics globally.

This protocol is developed due to increasing instances where Tobacco Industry representatives have approached and met the public servants. Therefore, it is imperative for our State to have explicit guidelines in this matter.

**General Guideline**

1. Public officials and employees shall limit interactions with the tobacco industry and/or its representatives.
2. Meeting shall be conducted only in the event that it is strictly necessary for the interest of the public.
3. The committee in all its meetings shall look out for the welfare of the public by prioritizing the importance of public health.

**Procedure for Setting the Meeting**

1. If a representative(s) of the tobacco industry desires to meet any public servant, the matter should be brought to the notice of the Empowered Committee in writing before any further communication with them.
2. Representative(s) of the tobacco industry should identify (in writing) the agenda points for the meeting.
3. After reviewing the agenda, the designated officer of the Empowered Committee shall decide whether to meet the representative (s) or not and if agrees to meet, will finalize the agenda.
4. Predetermine the meeting participants (from the tobacco industry) by asking for the names, and positions of those who will attend the meeting.
5. Before the meeting, it must be clarified that such interaction does not imply partnership, dialogue or collaboration and indicate in writing to the tobacco industry that they will not mischaracterize the nature of the meeting.
6. The meeting should be conducted at any of the premises of the government departments and it should be ensured that any photograph taken of this meeting is strictly for documentation purposes only and not for the public relation activities of the tobacco industry.
7. All non-mediated exchanges (in person, by phone or email) between officials, employees and representatives of the agency should be avoided.
8. A representative from the law department must be present and closely advise the Committee members during the meeting.

**Procedure for conducting the meeting**

1. The meeting should be brief and only a pre-fixed agenda is to be discussed.
2. Maintain the right to terminate the meeting at any point.
3. A transcript/detailed minutes of the meeting's proceedings should be prepared. A voice recording of the meeting may be made to assist in preparing the transcript and further should be filed for record purposes.
4. If there are any follow-up questions that need to be answered after the meeting, following further discussion/investigation(s)/study, they may be noted to respond through correspondence.
5. Distribute information on the meetings as appropriate. Publicly correct any misinformation regarding the meeting.

**Code of Conduct for Public Servants including Officials and Employees**

1. All public servants who have a role in setting and implementing public health policies with respect to tobacco control, shall declare to the committee about-
  - a) Any current or previous occupational activity, whether gainful or not, with the tobacco industry.
  - b) Any intention to engage in an occupational activity within the tobacco industry, whether gainful or not, after leaving service.
2. No public servant shall demand or receive any contribution from the tobacco industry for herself/himself, their families, relatives, friends, or any other persons or organizations of their close linkage. Contributions shall include, but are not limited to, payments, gifts and services, monetary or in-kind, research funding, financial aid, policy drafts and legal advice.
3. No person who currently serves the tobacco industry or benefits from the tobacco trade can hold any

- position of any kind (whether employment, contractual, or as a nominee to committees and the like) within the government.
4. All public servants shall avoid the creation of any perception of real or potential partnership or co-operation with the tobacco industry and shall publicly correct any such misperception that may have been created.
  5. If any public servant experiences any kind of tobacco industry interference or has met/ been approached by a representative of the tobacco industry without prior knowledge, he/she shall immediately refer the matter to the Empowered Committee in writing, seeking necessary instructions.
  6. For any violations of the above clauses (1-5) by any government servant, contractual staff, elected or nominated member, the Haryana Service Rules (and related legislations) will be enforced.
  7. All Government offices must prominently display a board (60 cm. by 30 cm.) in English and Hindi at their gates and reception areas to adequately warn the tobacco industry or its representatives of the procedures laid out under these Guidelines.

**ENGLISH****Notice to Visitors**

All meetings related to tobacco trade, commerce, production, supply and distribution must be done through prior appointment taken through phone ( \_ \_ \_ \_ \_ ) or E-mail ( \_ \_ \_ \_ \_ ) 7 days or more in advance as mandated under.....notification dated .....

**Place:**

**Date:**

**(Name and Designation)**

**HINDI****आगंतुकों के लिए सूचना**

तम्बाकू व्यापार, वाणिज्य, उत्पादन, आपूर्ति और वितरण से संबंधित सभी बैठकें फोन ( \_ \_ \_ \_ \_ ) या ई-मेल ( \_ \_ \_ \_ \_ ) के माध्यम से ली गई पूर्व नियुक्ति के माध्यम से 7 दिन या उससे अधिक पहले की जानी चाहिए, जैसा कि दिनांक ..... अधिसूचना के तहत अनिवार्य है।

जगह:

दिनांक:

(नाम एवं पदनाम)